



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Program Specialist 1 Occupational and Environmental Health [Classified Competitive]			Salary \$27 \$67,714.29 - \$96,415.56
Posting Number 102-17	Position Number 064234	Number of Positions 1	Posting Period * From: 6/12/2017 To: 6/26/2017
Location: 135 East State Street, Trenton, NJ			Scope of Eligibility/Open to: Department of Health Employees

GENERAL DESCRIPTION

The Consumer, Environmental and Occupational Health Services Unit has an opportunity to hire an individual with the necessary education, training and experience to do the following; Supervise and conduct comprehensive indoor environmental health assessments (IEHA) in schools and child care centers. Evaluate and assess information submitted in the IEHA reports and verify accuracy during field inspections. Ensure staff are performing thorough inspections and have documented all items during an inspection including reports, pictures and sampling chain of custody. Update and maintain information regarding child care centers and educational facilities in computer data bases and electronic folders. Supervise and conduct lead-based paint and asbestos inspections to ensure compliance with applicable state and federal regulations. Ensure staff are performing thorough inspections and have documented all items during an inspection including reports, pictures and sampling chain of custody. Ensure staff have entered all required information into appropriate databases and storage areas on the computer network. Maintain field sampling equipment, supplies and lab contract for both research and field work. Ensure that all equipment is maintained within factory calibrations. Process environmental and industrial hygiene samples with the contract laboratory. Maintain adequate sampling supplies for staff. Maintain the radiation safety program for licensure compliance. Perform leak tests on XRF instruments every 6 months. Ensure radioactive sources are replaced as required. Provide technical support on indoor environmental health initiatives including school construction, lead, asbestos, indoor air quality and mold. Maintain a working knowledge of the most current technical information and appropriate regulations.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree including or supplemented by thirty (30) semester hour credits in the physical or biological sciences, environmental engineering, nursing or other subjects related to industrial hygiene. NOTE: A valid Professional Engineers License issued by the New Jersey State Board of Professional Engineers and Land Surveyors may be substituted for the indicated Bachelor's degree.

EXPERIENCE: Four (4) years of experience in the field of industrial hygiene, occupational, environmental, or public health, involving occupational or environmental health prevention programs, one (1) year of which shall have been in a supervisory capacity. NOTE: A Master's degree in any of the above areas may be substituted for one (1) year of the required non-supervisory experience.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTEEOH@doh.nj.gov
- Mail the required documents to:
**Susan Way, Executive Assistant 1
Epid., Environmental and Occupational Health
Reference Posting #102-17
New Jersey Department of Health
PO Box 369
Trenton, NJ 08625-0369**

Required documents:

- cover letter
- resume
- State of NJ Employment Application
(nj.gov/health/forms/dpf-663.dot).

* Responses received after the closing date MAY be considered if the position is not filled.

- Newly hired employees must agree to a thorough background check that will include fingerprinting.
- If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and/or post-employment alcohol and drug testing.
- In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.
- In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.